



DEPARTMENT OF VETERANS AFFAIRS
Regional Office
1240 East Ninth Street
Cleveland OH 44199

August 19, 1998

In Reply Refer To: 325/261
Information Letter 26-98-08

TO: VA Lenders

SUBJ: Requests for VA Determinations of Loan Guaranty Eligibility

1. **Avoid Delays** To expedite your request to determine eligibility for the VA loan guaranty benefit, we need to review one of the three following request forms:

VA Form 26-1880, Request for Determination of Eligibility and Available Loan Guaranty Entitlement, or
VA Form 26-1817, Request for Determination of Loan Guaranty Eligibility - Unremarried Surviving Spouse, or
VA Form 26-8261a, Request for Certificate of Veteran Status, for loans to be insured by the Federal Housing Administration.

The applicable request form must be completed in its entirety by the applicant and must contain the original (not faxed or copied) signature of the applicant. If certain items are unknown, then insert "UNKNOWN" in the applicable space for the item. The request form will be returned from VA if it does not contain the social security number of the applicant.

2. **Proof of Service** Certain supporting documents should be attached to the request as proof of military service. For military veterans, use DD Form 214, and if the discharge was after October 1, 1979, make sure you send COPY 4 of the DD214. Copy numbers are found in the lower right corner of the form. The DD Form 214 must show the character of discharge and duration of service. If the character of discharge is not "honorable" then VA may need additional weeks, or even months, to review the circumstances surrounding the discharge. If the applicant is a member of the Reserves or National Guard, then eligibility for the loan guaranty benefit will be determined by VA based on proof that the applicant not only signed up but also showed up for duty. Active duty for training cannot be counted for this purpose. Use NGB Form 22 (Individual Copy 2) or a statement of retirement points as proof of participation during the required 6 years of service. If the applicant is still serving on active duty or is an active drilling reservist, use a statement of service on unit letterhead signed by the commanding officer or designate.

3. **Name Change** If the name of the applicant appearing on the military documents is different from the name appearing on the request form, then VA needs evidence that the change has been ordered or is recognized by a legal authority.

4. **Questions** If additional information is needed concerning these instructions, please fax your inquiry to VA Eligibility Team, at (216) 522-2416, or call VA toll free 1-800-729-5772, option 812, weekdays between 8:00 a.m. and 4:30 p.m. eastern time.

/s/

JAMES L. BRUBAKER, JR.
Loan Guaranty Officer

You may use this as an address label. Thank you.

VA Loan Production (261)
1240 East Ninth Street
Cleveland OH 44199